

**City of Culver City, California
Agenda Item Report**

Meeting Date: 12/08/2013		Item Number: <u>C-2</u>	
CITY COUNCIL AGENDA ITEM: FOUR-FIFTHS VOTE REQUIREMENT - (1) Award of a Contract to PTM General Engineering Services, Inc., as the Lowest Responsive and Responsible Bidder, in the Amount of \$376,421 (with Additional Change Order Authority in the Amount of \$41,913) for the Construction of Linwood E. Howe Safe Routes to School Project, PZ-941, State Funded Project SR2SL 5240(028); and (2) Approval of a Budget Amendment Related Thereto.			
Contact Person/Dept.: Sammy Romo/PW Phone Number: 310-253-5619			
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒ Date: _____			
Public Notification: (E-Mail) Meetings and Agendas – City Council (12/03/13); (E-Mail) – PTM General Engineering Services, Inc.; FS Construction; Palp, Inc. dba Excel Paving Company (12/04/13); Telephone – Linwood E. Howe School and Culver City Unified School District (12/04/13)			
Department Approval: Charles D. Herbertson (11/26/13)		City Attorney Approval: Carol Schwab (by H. Baker) (12/02/13)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (12/03/13)		City Manager Approval: John M. Nachbar (12/03/13)	
<u>RECOMMENDATION:</u> Staff recommends the City Council: 1) award a contract to PTM General Engineering Services, Inc. as the lowest responsive and responsible bidder for the construction of Linwood E. Howe Safe Routes to School Project, PZ-941, SR2SL 5240(028); and 2) approve a budget amendment in the amount of \$22,059. (A budget amendment requires a 4/5ths vote.) <u>BACKGROUND:</u> On July 22, 2013, the City Council approved the final plans and specifications and authorized advertising for bids for the Linwood E. Howe Safe Routes to School Project, PZ-941, SR2SL 5240(028). The project includes: • Construction of curb-extensions; • New high-visibility crosswalks and advanced STOP bars; • New bicycle lane and signage at A Street/Van Buren Place. The following intersections were included in the bidding:			

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1. Braddock Drive/Lafayette Place;
2. Duquesne Avenue/Braddock Drive;
3. Braddock Drive/Madison Avenue;
4. Duquesne Avenue/Lucerne Avenue;
5. Irving Place/Farragut Drive;
6. Irving Place/Braddock Drive;
7. A Street/Van Buren Place;
8. Farragut Drive/Van Buren Place;
9. Lucerne Avenue/Ince Boulevard;
10. Higuera Street/Lucerne Avenue (only striping) ;
11. Higuera Street/Washington Boulevard; and
12. Braddock Drive/Lincoln Avenue.

The intersections of Lucerne Avenue/Ince Boulevard, Braddock Drive/Lincoln Avenue, and Higuera Street/Washington Boulevard were 3 alternate bid items.

DISCUSSION:

On October 10, 2013, staff from the City Clerk's Office received bids and publicly opened them. Below is a list of contractors which bid the project and their base bid amounts and their alternate bid amounts.

CONTRACTOR

BID AMOUNTS

Base Bid

1	PTM General Engineering Services, Inc.	\$376,421
2	FS Construction	\$405,789
3	Palp, Inc. dba Excel Paving	\$496,739

Alternate Bid Item #1: Intersection of Lucerne Avenue/Ince Boulevard

1	PTM General Engineering Services, Inc.	\$67,724
2	FS Construction	\$65,720
3	Palp, Inc. dba Excel Paving	\$85,663

Alternate Bid Item #2: Intersection of Washington Boulevard/Higuera Street

1	PTM General Engineering Services, Inc.	\$77,977
2	FS Construction	\$67,233
3	Palp, Inc. dba Excel Paving	\$98,804

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Alternate Bid Item #3: Intersection of Braddock Drive/Lincoln Avenue

1	PTM General Engineering Services, Inc.	\$27,936
2	FS Construction	\$29,788
3	Palp, Inc. dba Excel Paving	\$46,982

Staff reviewed the 3 sets of contractor bid documents and determined PTM General Engineering Services, Inc. (PTM) submitted the lowest total base bid. Staff reviewed the bid proposal from PTM and found the bid documents responsive and complete. Its bid bond, contractor's license, and worker's compensation insurance were reviewed and determined to meet City requirements. PTM General Engineering Services, Inc. has never worked in Culver City before but has completed Safe Routes to School projects for other cities with satisfactory performance.

The Washington Boulevard/Higuera Street intersection alternate bid item will be removed since it will be constructed as part of the Pedestrian Improvements for Intersections with Bus Stops Project, PZ-950.

The other two alternate bid items require additional funds of approximately \$104,000 and the budget does not have enough funds to construct them. Staff recommends awarding only the base bid to PTM. Caltrans has accepted this revised plan.

Staff recommends awarding the construction contract to PTM, as the lowest responsive and responsible bidder, for the construction of the Linwood E. Howe Safe Routes to School Project, PZ-941.

The construction management of the project will be conducted by Engineering Division staff. Inspection services will be procured through a competitive Request for Proposal (RFP) process, selected from the list of firms pre-approved by the City Council. After the RFP's are received, staff will review and select the consultant. The cost for inspection services is estimated to be approximately \$42,000.

Should the City Council award the contract this evening, construction will begin in January 2014 and is expected to be completed by April 2014.

Public Notification

Approximately 10 days prior to commencement of construction activity, the adjacent businesses and residences will be provided with written information on the project schedule and contact information for questions and/or concerns regarding the project. The construction work will be sequenced so that only one side of a street is disturbed at any given time to allow pedestrian accessibility.

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FISCAL ANALYSIS:

The City received a State grant in the amount of \$447,480. Of this amount \$32,544 is to be used for education, encouragement, and enforcement of the Safe Routes to School program. The remainder is being applied to this construction project.

Proposed Project Budget	
Funding Source	Amount
PZ-941 Gas Tax (41880000.730100.PZ941)	\$24,045
PZ-941 Gas Tax Fund Balance – Requested Budget Amendment	\$ 22,059
PZ-941 Grant (42380000.730100.PZ941)	\$414,936
Amount	\$461,040
Estimated Project Expenses	
Construction	\$376,421
Construction Inspection Services	\$42,706
Subtotal	\$419,127
10% project contingency	\$41,913
Total Estimated Project Expenses	\$461,040

MOTIONS:

That the City Council:

- 1) Approve a budget amendment appropriating from the Special Gas Tax Fund (Fund 418) an amount of \$22,059; and
- 2) Award a contract to PTM General Engineering Services, Inc., as the lowest responsive and responsible bidder, for the Linwood E. Howe Safe Routes to School Project, PZ-941, in the amount of \$376,421, based on its base bid; and,
- 3) Authorize the Public Works Director/City Engineer to approve change orders in the amount of \$41,913 (10%) for unexpected additional costs; and
- 4) Authorize the City Attorney to review/prepare the necessary documents; and,
- 5) Authorize the City Manager to execute such documents on behalf of the City.